

**DEPARTMENT OF BENEFIT PAYMENTS**

744 P Street

Sacramento, California 95814

Telephone: (916) 322-6384



November 13, 1975

ALL-COUNTY LETTER NO. 75-244

TO: ALL DISTRICT ATTORNEYS  
ALL COUNTY WELFARE DIRECTORS

SUBJECT: CHILD SUPPORT AND PATERNITY FORMS (W&amp;IC § 11477)

REFERENCE:

Section 11477 of the Welfare and Institutions Code requires that "All required forms to obtain child support or establish paternity shall be made available during the initial interview at the county welfare department." This letter is designed to clarify what child support and paternity forms must be made available to AFDC applicants at initial interviews.

Section 11477 was intended to eliminate the need for recipients to make more than one visit to the county welfare department in order to fill out necessary child support or paternity forms. Accordingly, forms which must be completed by all AFDC applicants in absent parent cases, or in cases where paternity has not been established by a court order, must be made available at the initial interview. These forms include the Child Support Questionnaire (WR 2.1) and any other form specified by the District Attorney and approved by DBP (see EAS § 43-107.21).

If the county uses any additional forms which are completed solely by welfare department or District Attorney staff, such forms need not be made available at initial interviews. The requirements of § 11477 do not affect an applicant's or recipient's duty to cooperate in locating absent parents, obtaining child support, or establishing paternity. This duty to cooperate includes a requirement that applicants and recipients provide verbal, written or documentary information to the District Attorney (EAS § 43-107.24). Therefore, § 11477 does not preclude requests for information related to specific absent parent or

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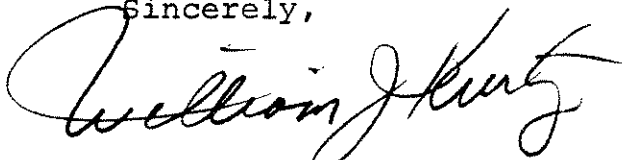
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paternity cases, whether or not such information is recorded on a form. Only forms of general applicability must be made available at the initial interview.

Sincerely,

A handwritten signature in cursive script, appearing to read "William J. Kurtz".

WILLIAM J. KURTZ  
Chief Deputy Director

cc: CWDA